



# COMMONWEALTH of VIRGINIA

*Department of Health*

M. Norman Oliver, MD, MA  
State Health Commissioner

TTY 7-1-1 OR  
1-800-828-1120

Post Office Box 2448  
Richmond, Virginia 23219-3623

August 8, 2018

RE: COPN Request No. VA-8398  
HCA Health Services of Virginia, Inc. d/b/a/Retreat  
Doctors Hospital  
Richmond, Virginia  
Addition of 16 Psychiatric Beds by converting  
existing Med/Surg Beds

Thomas J. Stallings  
McGuireWoods LLP  
Gateway Plaza  
800 East Canal Street  
Richmond, Virginia 23219-3916

Dear Mr. Stallings:

I write to acknowledge the August 1, 2018 receipt of the letter of intent and enclose the material for your use in filing a certificate of public need (COPN) request for the above-referenced project.

When completing the enclosed application form, you may wish to consult our office the Division of Certificate of Public Need (DCOPN) in accordance with Part V of the Virginia Medical Care Facilities Certificate of Public Need Rules and Regulations (Regulations).

The Code of Virginia prescribes eight required considerations that provide criteria for the review of COPN applications and Section 32.1-102.3.A of the Code of Virginia requires that COPN decisions "shall be consistent with the most recent applicable provisions" of the State Medical Facilities Plan (SMFP). As a COPN applicant, please take note of the SMFP and the eight required considerations and prepare your application accordingly.

The Regulations, the SMFP and the eight required considerations at §32.1-102.3.B of the Code of Virginia can found at the following internet addresses respectively.

<https://law.lis.virginia.gov/admincode/title12/agency5/chapter220/>

<https://law.lis.virginia.gov/admincode/title12/agency5/chapter230/>

<https://law.lis.virginia.gov/vacode/title32.1/chapter4/>

When filing the application, please submit two copies to my attention at the following address:

Virginia Department of Health  
Division of Certificate of Public Need  
9960 Mayland Drive – Suite 401  
Richmond, Virginia 23233

The Code of Virginia at § 32.1-102.6 requires applications to be transmitted to the DCOPN electronically on compact disk data storage media or email to [COPN@VDH.VIRGINIA.GOV](mailto:COPN@VDH.VIRGINIA.GOV), by certified mail or a delivery service, return receipt requested, or by hand with a signed receipt to be provided.

The DCOPN will conduct a preliminary review of the application upon receipt to determine its completeness. In accordance with 12 VAC 5-220-290 B, no application will be deemed to be complete for review until the required application fee is paid. The fee schedule is one percent of the proposed expenditure for the project, but no less than \$1,000 and no more than \$20,000.

The next review cycle that is available for this project category is scheduled as follows:

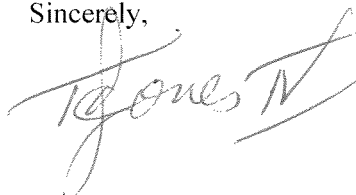
**BATCH GROUP C**

Deadline for Submission of Application	<b>August 31, 2018</b>
Deadline for Submission of Any Additional Information Required to Complete Application	<b>October 5, 2018</b>
First Day of Review Cycle	<b>October 10, 2018</b>
Deadline for Completion of DCOPN Review	<b>December 19, 2018</b>
Deadline for Commissioner's Decision (assuming there is no need for an Informal Fact-Finding Conference)	<b>February 7, 2019</b>

Other sections of Part V of the amended Regulations provide additional details about the review of applications.

Please let me know if you have questions or require additional assistance.

Sincerely,



TC Jones, IV, COPN Project Supervisor  
Division of Certificate of Public Need

Enclosures



Shaw, Deborah &lt;deborah.shaw@vdh.virginia.gov&gt;

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**HCA Health Services of Virginia, Inc. LOI**

1 message

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**Stallings, Thomas J.** <tstallings@mcguirewoods.com>

Wed, Aug 1, 2018 at 4:22 PM

To: "Oliver, Norman" <norm.oliver@vdh.virginia.gov>, "Bodin, Erik" <erik.bodin@vdh.virginia.gov>, "Hendrick, Sandy" <Sandra.Hendrick@vdh.virginia.gov>, "copn@vdh.virginia.gov" <copn@vdh.virginia.gov>  
Cc: "Ramos, Lauren M." <LRamos@mcguirewoods.com>

Dr. Oliver, Mr. Bodin, and Ms. Hendrick:

Attached is a COPN letter of intent from HCA Health Services of Virginia, Inc. d/b/a Retreat Doctors' Hospital. As always, hope you are doing great and thanks very much for your assistance with this filing.

Tom


**Thomas J. Stallings**

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 **HCA Health Services of Virginia, Inc. LOI.pdf**  
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804-775-1007  
[tstallings@mcguirewoods.com](mailto:tstallings@mcguirewoods.com)

August 1, 2018

**DELIVERED BY HAND and U.S. MAIL**

M. Norman Oliver, MD, MA  
State Health Commissioner  
Virginia Department of Health  
109 Governor Street, Thirteenth Floor  
Richmond, Virginia 23219

Dear Dr. Oliver:

I am writing to notify you that HCA Health Services of Virginia, Inc. d/b/a Retreat Doctors' Hospital plans to apply for a certificate of public need to expand its existing inpatient psychiatric service by converting 16 existing hospital beds to inpatient psychiatric beds at Retreat Doctors' Hospital, 2621 Grove Avenue, Richmond, Planning District 15. I would appreciate it if you would provide me the appropriate forms. As always, thank you very much for your assistance with this filing.

With kindest regards, I remain

Very truly yours,



Thomas J. Stallings

cc: Erik O. Bodin, III (By Electronic Mail and U.S. Mail)

RECEIVED

AUG - 1 2018

VDH/OLC